GEOMATICS ENGINEERING SOCIETY

Geomatics Engineering Society (GES)

Kathmandu University
Department of Geomatics Engineering
Dhulikhel, Kavre

Constitution 2026

Preamble

As students pursuing Geomatics Engineering at Kathmandu University, we collectively align to express our solidarity and unity, with the shared goal of advancing our skills and virtues for the inclusive development of both the University and the nation. Acknowledging the imperative for a compatible framework to foster unity and enhance our collaborative effectiveness, we hereby institute the Constitution of the Geomatics Engineering Society (GES). We earnestly commit to embrace and implement the provisions outlined in this constitution.

1: General

1.1. Introduction

Founded in 2008 by students specializing in Geomatics Engineering, Geomatics Engineering Society operates as a non-political and non-profit entity. As a neutral organization, its primary focus is on social welfare, strictly devoid of any affiliations, sympathies, or engagement in political activities. The organization retains independence in coordinating its activities, remaining within the confines of its objectives and functioning beneath the broader framework of Kathmandu University (KU).

1.2. Name

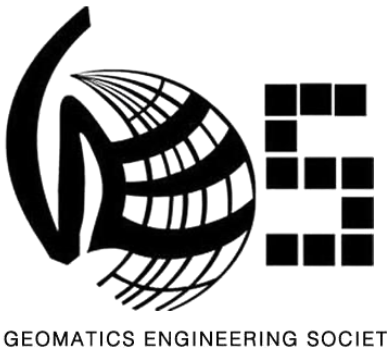
The society's full name will be "Geomatics Engineering Society" (abbreviated as GES). This name shall be used in all official documents, activities and purposes.

1.3. Location

The office of the club shall be at the central college of Kathmandu University at Department of Geomatics Engineering Block.

1.4. Logo

The club logo is as adopted and used in official GES materials.



Article 2: Club Objectives

GES aims to:

2.1. Act as an official representative body, while interacting with other bodies inside or outside the University.

2.2. Organize an interaction program among students.

2.3. Perform regular activities like welcome, farewell programs along with workshops, seminars, tournaments and other innovative activities as per the demand of situation and time.

2.4. Develop leadership skills and talent among its members.

2.5. Organize an annual event (NEPGEOM) and publish the annual magazine (GEOSPACE).

2.6. Coordinate with the department for holistic development of students.

2.7. Bridge or establish contact with professional geomatics engineering organizations and with other organizations of geomatics engineering students.

Article 3: Membership

The following should be categorized as the membership:

3.1. General Membership

The general membership shall be provided to all the Geomatics Engineering students enrolled in the university if they do not fail to fulfil the criteria proposed by the executive committee about membership charges and code of conduct.

3.2. Termination of Membership

The GES executive committee holds all the rights to terminate the membership of any General Member who violates the GES constitution.

3.3. Automatic Termination of Membership

The GES membership automatically terminates after the member of the club is graduated.

Article 4: Meeting and Quorum Requirements

4.1. Meeting

4.1.1. Executive Committee Meeting

The executive committee meeting shall be called by the club secretary at least once in a month and shall consist of the club's executive body only. The executive committee meeting should inform the decisions made to the general members.

4.1.2. General Committee Meeting

The General Committee Meeting shall be called by the club secretary, and the general committee consists of the executive body and general members.

4.1.3. Annual General Meeting

The Annual General Meeting shall be called by the club secretary at the end of the tenure and shall submit an annual report embedded with a financial report.

4.2. Quorum Requirements

4.2.1. There must be at least a majority (i.e. 51) percent of the executive members in any executive committee meeting, but may be more according to the club's preference.

4.2.2. There must be at least a majority (i.e. 51) percent of the general members in any General meeting, but may be more according to the club's preference.

4.2.3. There must be at least a majority (i.e. 51) percent of the general members in any Annual General Meeting, but may be more according to the club's preference.

Article 5: Executive Board Structure and Roles

5.1. The club's executive board consists of the following:

SN	Position	Count	Year
Core Executive Committee			
1	President	1	4th Year
2	Vice-President	1	3rd Year
3	Secretary	1	4th Year
4	Joint-Secretary	1	2nd Year
5	Treasurer	1	3rd Year
6	Research and Academic Coordinator	1	4th Year
7	Sports Coordinator	1	4th Year
8	Graphic Designer	1	3rd Year
9	Web Designer	1	Open to all Year
10	Executive Members	5	1 – 4th Year 1 – 3rd Year 1 – 2nd Year 2 – 1st Year
Advisors			
11	Head Of Department	Department of Geomatics Engineering	
12	Executive Director	Land Management Training Centre	

5.1.1. If the tenure and position structure are adjusted under Article 7.2, the Count and Year assignments in the table above may, for that term, be modified with the agreement of the Executive Committee and the Department. The revised structure shall be published before the selection, or election process begins.

5.2. Executive Committee Member Roles

5.2.1. President

S/He leads the society and has the following roles and responsibilities:

5.2.1.a. The President will introduce and set priority to the agendas and activities of the club once listening to the board and general members.

5.2.1.b. The President has to call meetings via the secretary.

5.2.1.c. The President can make and promptly report emergency decisions to the executive board, as long as they benefit the club.

5.2.1.d. The President shall sign along with the secretary on any formal notice issued by the club.

5.2.1.e. The President holds ultimate authority in club procedures, stepping in if consensus or a 2/3 majority is not reached. S/He may seek input from the board or general members before making a decision.

5.2.1.f. The President is required to lead all meetings and disciplinary hearings (unless personally accused), unless seriously ill or with valid reasons. In such instances, advance notice to the Secretary is necessary for role transfer to the Vice President.

5.2.1.g. The President shall appoint members of the sub-committee, organizing committee, etc., and should receive referrals from other post holders if they are liable to do so.

5.2.2. Vice President

5.2.2.a. The Vice President shall be in close contact with the President on all matters relating to the organization and shall assist him/her in the effective discharge of duties.

5.2.2.b. The Vice President shall take up all the responsibilities of the President except for taking emergency decisions.

5.2.2.c. The Vice President shall refer (not appoint) the names of general members, if required to be put into an organizing committee, sub-committee, etc.

5.2.2.d. Other duties as assigned by the President, and powers awarded by decision of the board members.

5.2.3. Secretary

5.2.3.a. He/she shall keep minutes of all the meetings of the club and board of directors.

5.2.3.b. The secretary shall maintain all club records and provide copies of such to the required body.

5.2.3.c. The secretary is the official spokesperson of the club.

5.2.3.d. The secretary will keep the stamp and letter pads and ensure they are not misused.

5.2.3.e. The secretary shall arrange meetings after getting instruction from the President.

5.2.3.f. The secretary shall co-sign all official notices of the club with the president.

5.2.3.g. The secretary shall manage all correspondence work of the club, including the official email ID, opening incoming letters, sealing outgoing letters, keeping records of correspondence, and informing the club meetings of it.

5.2.3.h. The secretary shall keep an original and a copy of every document, especially reports, safely in the GES locker for future reference and use.

5.2.4. Joint Secretary

5.2.4.a. The joint secretary shall take up all the powers of the secretary if the latter is absent, once the power transfer has been validated by the president after receiving an appropriate reason for the secretary's absence.

5.2.4.b. Any other duties vested in him/her by decision of the board members.

5.2.5. Treasurer

5.2.5.a. The treasurer shall have custody of all club funds, maintain all necessary records, and deposit all such funds in a bank approved by the board of directors.

5.2.5.b. The treasurer shall inform the club meeting in case of financial irregularity; the member charged shall then be heard by the disciplinary committee.

5.2.5.c. The treasurer shall not accept duplicate or exaggerated bills. In case of an offence, both the bill-issuing member and the treasurer shall be held responsible.

5.2.5.d. The treasurer shall manage a feasible bank account for the club and disclose all its details at the club meeting.

5.2.5.e. The treasurer shall co-sign with the Head of Department on all banking and financial transactions.

5.2.6. Research and Academic Coordinator

5.2.6.a. Design workshops, seminars, and other educational activities that align with the club's objectives.

5.2.6.b. Foster collaboration among members and encourage interdisciplinary research.

5.2.6.c. Establish connections with professors and professionals to enhance the club's network.

5.2.6.d. Inform general members about research opportunities within the university or externally.

5.2.7. Sports Coordinator

5.2.7.a. Manage all sporting activities of the club.
5.2.7.b. Obtain permission from the concerned authorities, mobilize volunteers, and take sole responsibility for the conduct of the sporting event.
5.2.7.c. Submit a complete report of the sporting event to the executive board.

5.2.8. Graphic Designer

5.2.8.a. Design certificates, posters, banners, and other promotional materials to advertise events, activities, and initiatives organized by the club.

5.2.8.b. Collaborate on the design and layout of the club's website to ensure it is visually appealing and user-friendly.

5.2.8.c. Assist in visual content creation, including photo editing and video graphics, to document and promote club activities.

5.2.9. Web Designer

5.2.9.a. Update and manage the website of the club.

5.2.10. Executive Members

5.2.10.a. The executive members will help in the decision-making process.

5.2.10.b. The executive members should interact with their respective class members and put forward the views of general members during club meetings.

5.2.10.c. The executive members must help in executing programs and policies made by the club.

5.2.10.d. The executive member shall collect any necessary fees from their respective class members and submit them to the treasurer.

5.2.11. Advisors

5.2.11.a. Take an active role in advising the student club.

5.2.11.b. Meet with the organization's president on a regular basis (at least once a month).

5.2.11.c. Remain informed of all activities sponsored and conducted by the student organization and attend events as feasible.

5.2.11.d. Offer guidance to the organization on goal setting, organization management, program planning, problem solving, and group evaluation.

Article 6: Executive Board Selection — Election Procedure

6.1. Members of the Executive Board, except Web Designer and Graphic Designer, shall be elected by voting of GES general members of the respective eligible year, as set out in the table under Article 5.1 (or as adjusted under Article 5.1.1). The election process shall be administered by the Election Committee.

6.2. Web Designer and Graphic Designer shall instead be selected through an interview, rather than by vote, conducted by the present Committee (President, Vice-President, and Secretary) and a representative from the Department, sharing 50 percent power with the present Committee and 50 percent power with the representative from the Department. The outgoing Web Designer or Graphic Designer may also join the interview panel, subject to the President's approval.

6.3. Candidates must register their candidacy for the position within the deadline announced by the current Executive Committee.

6.4. If no candidate registers from the designated year within the deadline, the position shall be opened successively to the next junior year until a candidate registers.

6.5. The candidate receiving the highest number of votes shall be declared elected, except for the Web Designer and Graphic Designer positions, which shall be decided per Article 6.2.

6.6. In case of a tie in votes for an elected position, only the candidates who received the tied highest number of votes shall be interviewed by the present Committee to resolve the tie. Candidates who did not receive the tied highest number of votes shall not be included in this interview.

6.7. Current Executive Committee members may also submit their candidacy for the succeeding committee, subject to meeting eligibility requirements.

6.8. The Election Committee shall be formed by the current Executive Committee prior to the election or selection process. It may include office-bearers of the current Executive Committee and/or a representative of the Department. Its composition and size shall be determined separately before each cycle.

Article 7: Life Time of Committee

7.1. The Executive Committee shall normally serve for a term of one year.

7.2. In exceptional circumstances, such as pandemics, natural disasters, academic calendar changes, or members graduating before completion of the tenure, the tenure and position structure may be adjusted with the approval of the Department.

7.3. Such adjustment may include shortening or extending the tenure and modifying the number or designation of executive positions, as necessary.

7.4. After completion of its tenure, the Executive Committee shall hand over all activities, records, and transactions to the new committee at the Annual General Meeting.

7.5. As long as such exceptional circumstances persist, this adjustment may apply to more than one consecutive term. Once the situation becomes normal, the tenure shall again be as per Article 7.1.

Article 8: Impeachment of Executive Committee Members

8.1. Board members failing to attend three consecutive meetings without any prior notice shall be eliminated from their respective positions.

8.2. New candidates shall be chosen, in case of resignation or elimination from any position, as per Article 6.

Article 9: Annual Events

9.1. The annual event's full name will be "NEPGEOM." This name shall be used in all official documents, activities, and promotional materials related to the event. Various academic and non-academic pre-events are conducted as part of NEPGEOM, providing participants with opportunities for learning, collaboration, networking, and sharing knowledge and experiences.

9.2. Logo

The NEPGEOM logo is as adopted and used in official GES AND NEPGEOM materials. Each edition may append the relevant year for identification purposes. (e.g. NEPGEOM'26) which shall not require further amendment to this Constitution.

9.3. Form sub-committee; and for the first phase, Coordinator, Editor in Chief and Vice-Coordinator positions will be openly called.

S.N.	Position	Number	Year
1.	Coordinator	1	4th Year
2.	Editor in Chief	1	4th Year
3.	Vice-Coordinator	1	3rd Year

9.4. Coordinator, Editor in Chief and Vice-Coordinator shall be selected by the Present Committee (President, Vice-President, and Secretary) and a representative from the department, sharing 50 percent power with the present committee and 50 percent power with the representative from the department.

9.5. For further members of the sub-committee, the President, Vice-President and Secretary hold 100 percent of the power.

Article 10: Resignation from Post

10.1. The president shall present resignation in front of the executive board through the Vice-President, and the Vice-President along with the executive board shall resign to the president.

10.2. As per Article 10.1, s/he must submit a formal resignation letter to the executive board 1 week earlier.

Article 11: Financial Sources

Fund shall be collected by GES as per the following:

11.1. Amount collected from general membership form.

11.2. Entry fees collected in different events.

11.3. Grant obtained from the Department of Geomatics Engineering of Kathmandu University.

11.4. Grant obtained from different organizations.

Article 12: Vote of No-Confidence

12.1. A vote of no-confidence shall be subject to executive board members.

12.2 Signature of at least 25% of general members, along with reasons, is mandatory for registering a vote of no-confidence.

12.3 A general meeting shall be called to discuss the vote of no-confidence; a 2/3rd majority shall be considered unanimous, but a chance shall be given to the concerned executive board member to defend his/her position with a defense statement. Even after the defense statement, if 2/3rd of the general members decide to pass the vote of no-confidence, the candidate shall be eliminated with written information from the president.

Article 13: Amendments

13.1. The laws of the constitution can only be changed by a two-thirds (2/3) majority of the Executive Board and the approval of the President.

13.2. The proposal of law amendment shall be sent to the Head of Department (HoD) by the president, and the final decision on the law amendment shall rest with the HoD.

13.3. The amendment made must be posted on the notice board and/or the official email; if not agreed upon, general members may suggest otherwise in written form, including by email, within a week of the posting.

13.4. Discussion on those suggestions shall be carried out in the executive board meeting, and the president has the full right to include or exclude those suggestions. The revised constitution must be submitted to the Head of Department, and the final decision shall rest with the HoD.

Article 14: Oath

As a member of GES, I vow to:

- Attend club meetings regularly.
- Provide helpful and constructive evaluations to club members.
- Help the club maintain the positive and friendly environment necessary for all members to learn and grow.
- Actively participate in the programs organized by GES.
- Help the society in every activity.
- Treat my club members and our guests with respect and courtesy.
- Invite guests to different events for the role reflection of the society.
- Follow all the rules and regulations of society.
- Act with core values of integrity, respect, service and excellence during the conduct of all GES activities.